2014 Supportive Housing Program Review Sheet

Program Information

Legal Name: Coleman Professional Services, Inc.

Application Number: 270   **Counties:** Trumbull and Portage

Funding Category	Request Amount
Transitional Housing	
Permanent Supportive Housing	$178,548
Total Request	**$178,548**

Scoring Summary

Category	Score	Request	Recommendation
Transitional Housing (1)			
Transitional Housing (2)			
Permanent Supportive Housing (1) Trumbull	85	$126,048	$115,000
Permanent Supportive Housing (2) Portage	90	$52,500	$52,500

87.5

Reviewer: Kimberly Alexander

Reviewer Signature: Kim Alexander

Threshold Requirements

		Notes:
List of Board Members:	Yes	
Executive Director Certification:	Yes	
Board Certification:	Yes	
Articles of Incorporation	Yes	
501 (c) 3	Yes	
Statement of Continued Existance	Yes	
CoC Certification:	Yes	
Match Funds Documentation:	Yes	
HMIS/Comparable Participation:	Yes	
Targeted at Homeless:	Yes	

Administrative Capacity (10 points)

Rating Criteria: Extent to which the applicant demonstrates the ability to successfully implement the proposed activities. Past monitoring visits may be taken into account.

		Notes
Is the applicant a current SHP grantee? *Max 2 pts*	Yes (2pts)	
Have there been monitoring findings or concerns on the most recent visit? *Max 5 pts*	No findings (5pts)	
Other administrative issues? *Max 3 pts*	None (3pts)	

Administrative Points	10

Program Design (15 points)

outcomes. The proposal is designed so persons remain in permanent housing. Program design follows national best practices.

Bed Utilization

Months outside of 65% to 105% without acceptable explanation? *Max 2pts*	Yes (0pts)		
Average Occupancy:	73.00%	**90% or greater?** *Max 6 pts*	No, 70-90% w/o adequate explanation (3pts)

Notes

During start up, agency states that they had difficulty finding right population to serve, therefore the bed count was low.

PSH Design		Notes
Program includes Housing First elements *Max 4 pts*	Yes (4pts)	
Program has a clearly defined strategy to ensure clients maintain housing or exit to a permanent destination *Max 2 pts*	Yes (2pts)	
Program has a clearly defined strategy to prevent individuals from returning to homelessness *Max 1 pt*	Yes (1pts)	

Design Points	10

Targeting (10 points)

Rating Criteria: The extent to which the project provides income eligibility requirements restricting participation to households at 0-35% area median income. The extent to which the agency will document that persons served by the program are homeless. Permanents supportive housing programs should be able to demonstrate that they are serving individuals and families with a qualifying disability. Programs should be able to discuss how they are working to end chronic

Does the program clearly serve individuals/families at or below 35% AMI? *Max 3pts*	Yes (3pts)
Is it clear that the program will serve individuals/families that meet the federal definition of homelessness? *Max 3 pts*	Yes (3pts)
Does the program document qualifying disability of individual or family member? *Max 2pts*	Yes (2pts)
Does the program target or designate beds for the chronically homeless? *Max 2 pts*	Yes (2pts)

Notes

Targeting Points — 10

Need (10 points)

Rating Criteria: Extent to which the project demonstrates through local CoC data or other statistics that a significant gap would exist in the continuum if the program does not receive funding.

Program clearly fills a gap in the CoC and this gap cannot be adequately filled by other means. *Max 6 pts*	Yes, documented with data (6pts)
Is the need justified? *Max 4 pts*	Yes (4pts)

Notes

Need Points — 10

HMIS Data Quality (15 points)

Rating Criteria: All applicants are required to meet HUD minimum HMIS data requirements and quality standards to be considered for funding. Applicant's data must meet or exceed minimum standards consisting of, but not limited to, null and missing values. Anonymous clients must be of acceptable value. Numbers set by the community may be used for entitlement

Is the applicant in an entitlement area?	No

Does the applicant have less than 1% of clients entered as anonymous *Max 5 pts*	Yes (5pts)
Missing values are all 0% (or 2% for destination) *Max 5pts*	Yes (5pts)
Don't know/refused values are all at or below standard *Max 5 pts*	Yes (5pts)

Notes

HMIS Data Quality Points	**15**

Outcomes (15 points)

Rating Criteria: Based on data entered into HMIS, applicant must demonstrate success in helping homeless persons achieve permanent housing outcomes.

Percent of leavers exiting to permanent destinations	80	**90% or above?** *Max 5 pts*	No, and lacking explanation (0pts)
Percent of leavers exiting with non-cash benefits	100	**85% or above?** *Max 5 pts*	Yes (5pts)
Percent staying in PSH for 6 months or more	47	**80% or above?** *Max 5 pts*	No, and lacking explanation (0pts)

Notes

No explanation was in the application as to why the outcomes are below the 90% for permanent destination. No explanation for clients staying in PSH for 6 months or more.
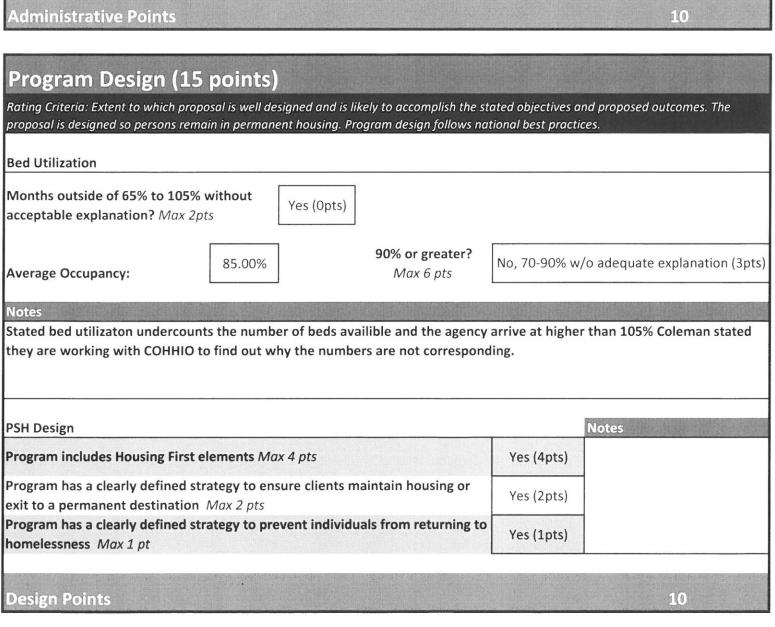
Outcomes Points	**5**

Program Feasibility (15 points)

Rating Criteria: Extent to which the proposal is reasonable and cost effective based on request amount, need, proposed outcomes and historical level of funding.

Projected outcomes are feasible based on organization's past performance *Max 8 pts*	Yes (8pts)
Program is cost effective *Max 4 pts*	Yes (4pts)
Project complies with best practices *Max 3 pts*	Yes, program already complies (3pts)

Notes

Feasibility Points	**15**

Budget Accuracy/Reasonableness (10 points)

Rating Criteria: Extent to which budget figures are accurate consistent and reasonable

Budget is reasonable and application is complete *Max 10 pts*	Yes (10pts)

Notes

Budget Points	**10**

Final Score	**Earned Pts.**	**Possible Pts.**	**Score:**
	85	100	85.00%

Administrative Capacity (10 points)

Rating Criteria: Extent to which the applicant demonstrates the ability to successfully implement the proposed activities. Past monitoring visits may be taken into account.

		Notes
Is the applicant a current SHP grantee? *Max 2 pts*	Yes (2pts)	
Have there been monitoring findings or concerns on the most recent visit? *Max 5 pts*	No findings (5pts)	
Other administrative issues? *Max 3 pts*	None (3pts)	

Administrative Points	10

Program Design (15 points)

Rating Criteria: Extent to which proposal is well designed and is likely to accomplish the stated objectives and proposed outcomes. The proposal is designed so persons remain in permanent housing. Program design follows national best practices.

Bed Utilization

Months outside of 65% to 105% without acceptable explanation? *Max 2pts*	Yes (0pts)		
Average Occupancy:	85.00%	**90% or greater?** *Max 6 pts*	No, 70-90% w/o adequate explanation (3pts)

Notes

Stated bed utilizaton undercounts the number of beds availible and the agency arrive at higher than 105% Coleman stated they are working with COHHIO to find out why the numbers are not corresponding.

PSH Design		Notes
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Program has a clearly defined strategy to prevent individuals from returning to homelessness *Max 1 pt*	Yes (1pts)	

Design Points	10

Targeting (10 points)

Rating Criteria: The extent to which the project provides income eligibility requirements restricting participation to households at 0-35% area median income. The extent to which the agency will document that persons served by the program are homeless. Permanents supportive housing programs should be able to demonstrate that they are serving individuals and families with a qualifying disability. Programs should be able to discuss how they are working to end chronic homelessness by 2015.

Does the program clearly serve individuals/families at or below 35% AMI? *Max 3pts*	Yes (3pts)
Is it clear that the program will serve individuals/families that meet the federal definition of homelessness? *Max 3 pts*	Yes (3pts)
Does the program document qualifying disability of individual or family member? *Max 2pts*	Yes (2pts)
Does the program target or designate beds for the chronically homeless? *Max 2 pts*	Yes (2pts)

Notes

Targeting Points	**10**

Need (10 points)

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Program clearly fills a gap in the CoC and this gap cannot be adequately filled by other means. *Max 6 pts*	Yes, documented with data (6pts)
Is the need justified? *Max 4 pts*	Yes (4pts)

Notes

Need Points	**10**

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Is the applicant in an entitlement area? | No

Does the applicant have less than 1% of clients entered as anonymous *Max 5 pts*	Yes (5pts)
Missing values are all 0% (or 2% for destination) *Max 5pts*	Yes (5pts)
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Notes

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Rating Criteria: Based on data entered into HMIS, applicant must demonstrate success in helping homeless persons achieve permanent housing outcomes.

Percent of leavers exiting to permanent destinations	80	90% or above? *Max 5 pts*	Yes (5pts)
Percent of leavers exiting with non-cash benefits	100	85% or above? *Max 5 pts*	No, and lacking explanation (0pts)
Percent staying in PSH for 6 months or more	47	80% or above? *Max 5 pts*	Yes (5pts)

Notes

No explanation was in the application as to why the leavers was below 90% or the percent staying 6 months or more below 80%.

Outcomes Points	**10**

Program Feasibility (15 points)

Rating Criteria: Extent to which the proposal is reasonable and cost effective based on request amount, need, proposed outcomes and historical level of funding.

Projected outcomes are feasible based on organization's past performance *Max 8 pts*	Yes (8pts)
Program is cost effective *Max 4 pts*	Yes (4pts)
Project complies with best practices *Max 3 pts*	Yes, program already complies (3pts)

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Rating Criteria: Extent to which budget figures are accurate consistent and reasonable

Budget is reasonable and application is complete *Max 10 pts*	Yes (10pts)

Notes

Budget Points	10

Final Score	**Earned Pts.**	**Possible Pts.**	**Score:**
	90	100	90.00%